

**Baton Rouge TGA  
Ryan White Advisory Council  
Meeting Minutes**

**Date:** Thursday, September 28, 2017

**Time:** 3:00 p.m.

**Location:** Division of Human Development and Services (DHDS) Room 4

**Chairperson:** Mr. Anthony Basco

**Co-Chairperson:** Mr. Gjvar Payne

**BRTGA Advisory Council members present:**

- |                    |                     |
|--------------------|---------------------|
| 1. Alexis Powell   | 7. Gjvar Payne      |
| 2. Althea Fryson   | 8. Meta Smith-Davis |
| 3. Anthony Basco   | 9. Natalie Cooley   |
| 4. Carmen Williams | 10. Pamela Moran    |
| 5. Darrell Curtis  | 11. Sarah Jackson   |
| 6. Eugene Collins  | 12. Tommy Franklin  |

**BRTGA Advisory Council members absent:**

1. Angela Haynes
2. Ashley Howells
3. Austin Matthews (*excused*)
4. Cletis Tucker
5. Danette Brown
6. Gloria Simmons
7. Jennifer Moore
8. John Williams
9. Dr. Leah Cullins

**Community present (Non-Member):** Valerie Brown, Bridget Brown, Sergio Farfan

**BRTGA Advisory Council Staff present:** Clarissa Muse

**RW Part A Staff present:** Shamell Lavigne, Joyce Biagas

**I. Call to Order**

- The meeting was called to order by Anthony Basco at 3:10 p.m.

**II. Review of Minutes from August 24, 2017**

- Anthony Basco asked if everyone had received the minutes and if anyone had any revisions that needed to be made.

**III. Old Business**

- Anthony Basco stated that the Priority Setting and Resource Allocation (*PSRA*) meeting took place on Thursday, September 14, 2017 from 10:00 a.m.-2:00 p.m. at DHDS with good participation and attendance from Advisory Council members.

**IV. Approval of Minutes from August 24, 2017**

- Eugene Collins moved that the minutes from the BRTGA Ryan White Advisory Council meeting on August 24, 2017 be accepted as typed, Meta Smith-Davis second.

**V. New Business**

**A. Grantee Report**

- The Grantee Report was presented by Shamell Lavigne who stated the following:

## **A. Grantee Report (cont.)**

### **- HRSA Federal Site Visit:**

- The Ryan White Part A Program had a HRSA Federal Site Visit the week of August 21-25, 2017. The BRTGA Project Officer, Dr. Lawrence Momodu, and his supervisor, Mark Peppler, the Chief of the Southern Services Branch of HRSA, attended the August 24, 2017 Advisory Council Meeting.
- During the Exit Conference the Grantee was told they would receive a site visit report within 30 days and would have 30 days to provide a response to any findings or recommendations.
- HRSA wants us to address our **viral load suppression rate of 62%** and **retained in care rate of 63%** as they stated that both percentages are considered low.

### **- Viral Load Suppression Campaign:**

- The Ryan White Part A Program is exploring how to increase the viral load suppression, retention in care, and linkage to care rates throughout the BRTGA.
- The Ryan White Part A Program is preparing to launch its Viral Load Suppression campaign, “**Are you suppressed**”, and has been working with Printing Tech (*City of Baton Rouge Vendor*) to design flyers for the campaign.
- The Ryan White Part A Program will be conducting focus groups to get feedback on proposed printed materials (flyers) to ensure that the final materials printed engage clients and help them understand the importance of becoming virally suppressed, as well as, utilizing the wording “**undetectable = untransmittable**”, which was recently confirmed by a CDC memo.
- The focus groups are tentatively scheduled for some time in October with the “**Are you suppressed**” Viral Load Suppression campaign scheduled to roll out in November 2017.
- Shamell passed around printed viral load suppression campaign examples from other jurisdictions, as well as, materials created by Printing Tech.
- If you want to be a part of the focus group please e-mail Clarissa.

### **- Reports:**

- The Ryan White Program is working on submitting the following:
  1. Program Terms Report due September 29, 2017
  2. Grant Application due October 30, 2017.
- The Carryover Request was submitted on Friday, August 25, 2017.

### **- Website:**

- The City of Baton Rouge is overhauling its website and has contracted with the company Civic Plus to design the website. Within the newly designed website the Ryan White Part A Program will have a webpage.
- The Advisory Council will have a tab within the Ryan White Part A Program webpage which will allow people to easily access and download the Council Membership Application, Meeting Agendas, Minutes, By-Laws, and other information.

**A. Grantee Report (cont.)**

- The webpage needs to be interactive and include actual pictures and not clipart; so, Clarissa will be taking pictures at the upcoming Advisory Council meetings that may possibly be used for the website. If you are **NOT** in agreement with your picture being on the website please let Clarissa know and your picture will not be used.
- **HIV Summit**
  - The HIV Advisory Board within Healthy Baton Rouge is planning a HIV Summit for Saturday, December 9, 2017 from 10 a.m. – 1:00 p.m. The tentative location is Southern University's Agriculture Center. Currently looking for a keynote speaker and will send out sponsorship forms to pharmacies and pharmaceutical companies.

**B. By-Laws First Draft**

- Anthony distributed and went over the first draft of the revised By-Laws not including the Table of contents and Appendixes: Grievance Procedure, Code of Conduct, and the Glossary.
- He encouraged members to **read the document in its entirety** and if anyone has any comments/revisions that they could be e-mailed, as well as, be discussed at the October 12<sup>th</sup> Advisory Council meeting.

**C. Sub-Committees Membership Participation:**

- Anthony stated that once the By-Laws are adopted, all Advisory Council members will be required to actively participate in an Advisory Council Sub-Committee.

**D. Special Presentations during Advisory Council meetings:**

- Anthony welcomed and received feedback regarding having special presentations during advisory council meetings. The Consensus is to do them quarterly.

**E. World AIDS Day**

- Shamell stated that BRTGA Ryan White Part A funded providers, CareSouth and HAART, are partnering with Metro Health to conduct an event on World AIDS Day.
- She suggested that the Advisory Council partner with Healthy BR's HIV Summit and set up a vendor table to educate people about what the council is, what they do, provide membership applications, etc.

**F. Transportation to Empowerment Conference and other Social Service events**

- Ms. Sarah Jackson stated that client participation was low this year for the Empowerment Conference due to lack of transportation. She suggested that each Agency's Consumer Advisory Board work together to get transportation to Empowerment.
- Shamell stated that the transportation money allocated to each agency by the Ryan White Part A Program is to transport clients to and from their medical appointments, mental health/substance abuse appointments and not to transport them to New Orleans for the Empowerment Conference.

**Transportation to Empowerment Conference and other Social Service events**  
**(cont.)**

- Shamell also stated that in the past the Ryan White Program did pay for a charter bus for clients to be transported to the Empowerment Conference, however clients were leaving the conference and/or getting put out of the conference. The last two years the Grantee did not have money in the budget to pay for a chartered bus or was asked a week before the Empowerment conference to pay which was too short notice.
- Members engaged in meaningful and productive dialogue regarding how to provide transportation to social service events in the future.

**VI. Agency Announcements/Public Comments**

- Gjvar announced the Health Artist Community Luncheon and Forum on Friday, October 6, 2017 at Open Health Care Clinic (2<sup>nd</sup> Floor Conference Room) from 11:00 a.m.- 1:30 p.m. Panelists include: Gjvar Payne, Alexis Powell, and Tommy Franklin.
- Tommy announced that he passed his HIV Counseling and Testing Training Exam.
- Anthony announced that Capital City Alliance will be speaking at their monthly PFLAG meeting on October 19, 2017 from 6:30-8:30 p.m. at the Unitarian Church (8470 Goodwood Blvd.)

**VII. Adjourn**

- Motion to adjourn by Anthony Basco which concluded the Ryan White Advisory Council meeting at 4:18 p.m.